

Job Title: Chef

Department: Food and Beverage

Reports to: General Manager/Director of Food and Beverage

FLSA Status: Salaried Exempt

Summary: Prepares menus for caterings at both the Conference Center and the Big Sandy Superstore Arena as well as cooks and prepares food for those events.

Essential Duties and Responsibilities include the following:

- Design and create menus and executes preparation of meals for clients at arena and conference center and concessions at arena
- Schedules and supervises kitchen employees with regards to preparing and cooking food to ensure high quality, efficient and profitable food services.
- Works with Food and Beverage Manager for scheduling of catering events
- Reviews menus, analyzes recipes, determine food, labor and overhead costs
- Assign prices to menu items in accordance with budgetary goals
- Establishes and enforces nutrition, sanitation and quality standards for food and beverage
- Performs monthly food and supply inventories
- Attends weekly departmental meetings as required

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty beyond satisfaction. The requirements listed below are representative of the knowledge, skill and/or ability required.

- Certificate from accredited culinary school, college or technical school
- Minimum of 1 or more years of kitchen/culinary supervisory experience
- Serve Safe Certified

Skills & Abilities:

- Ability to use and maintain basic food service and kitchen equipment
- Ability to train others in the use of basic food service and kitchen equipment
- Strong analytical and mathematic skills in relation to the culinary profession and F&B industry
- Ability to interact with all levels of staff, including management
- Proficient in Microsoft Word and Excel
- Ability to work evenings and weekends, as events demand

To Apply: This position offers a competitive salary and benefit package. Resumes must include salary requirements for consideration and must be sent to:

briansipe@bigsandyarena.com

Brian R Sipe, General Manager

Big Sandy Superstore Arena

1 Civic Center Plaza

Huntington, WV 25701